Proposed agenda for our business meeting:

Site selection for our annual meetings:

(1) Confirm our decision from our meeting at Loyola Marymount University, in March 2001, that we will accept the invitation from the rector of the INSTITUTO TECNOLÓGICO Y DE ESTUDIOS SUPERIORES DE OCCIDENTE, or ITESO (www.iteso.mx), located Guadalajara, México, through our long-time friend and colleague, Juan Lanzagorta, and hold our 2003 meeting at ITESO from March 3rd through March 5th, 2003.

(2) Determine tentative site for our annual meeting in 2004. We are seeking bids from our colleagues to host the meeting. Following our tradition, we generally go from the East coast to the Midwest/Delta region and to the West coast. At this point, we have the following opportunities:

Midwest/Delta region: Detroit Mercy, Marquette, Regis, Rockhurst and Spring Hill
West coast: Regis (depending how Regis wishes to locate itself ☺) and University of San Francisco
East coast: Fairfield, Fordham, LeMoyne, St. Joseph's, St. Peter's and Wheeling Jesuit

If you are interested in hosting the 2004 annual meeting then please send me an e-mail before the end of Monday, April 8, 2002.

Election of conference officials/liaison and committee members:

(1) We will need to elect the conference officers for 2002-2003: conference chair, conference vice-chair, secretary/information officer and treasurer.

(2) We will need to appoint/re-appoint liaison/committee members for:
- JesuitNet Advisory Board
- AUSJAL-CATI-AJCU-CITM (3-4) which should serve as planning committee for ITESO meeting
- AJCU-CITM survey project (3-4)

(3) Please note that all positions are open for nominations. If you are interested in helping the cause then please let me know by e-mail before the end of Monday, April 8, 2002. Or if you feel called at the business meeting, then please rise to the occasion when we call for nominations.

Issues for discussion:

(1) Planning for ITESO meeting in 2003.

(2) Adobe Academic Consortium Application. With the assistance of persons from six or seven AJCU institutions, Mark Castner (Canisius) has been working with Adobe, Inc. to develop a consortium agreement for the AJCU colleges and universities for the purchase of Adobe software products. Mark should be commended for his effort here. We have been talking for years about using the purchase power as a consortium. Perhaps, this will be the project that will succeed. Dick Vigilante, Executive Director of JesuitNET, is prepared to sign the consortium agreement on behalf of the AJCU if our group votes in favor of the agreement. By the way, the AJCU does have a consortium agreement with WebCT.

(3) AJCU-CITM infrastructure survey. Joel Cohen (Canisius) has headed this initiative for the past few implementations. Charlie Leonhardt (Georgetown) put some of the results online for Intranet access. The question arises – should we do the survey again.   If so, how, when, by whom. Certainly, we can revisit the issue of putting the survey online. We have money in our conference budget.

Let the member institutions complete (and update their responses) the survey online. Then the issue of who gets to see what. One option is to permit all AJCU-CITM members to view aggregated results and limit the display of the results to those member institutions that actually completed the survey.

(4) Any other issues?

Respectfully submitted

Jack Corliss

Feb. 20 posting on CITM web sites:

CITM listserv
add add lists for our staffs
ef Acad Comp. — if interested, see me.
Admin Comp.
Networking
etc.

Good afternoon

Please find attached copy of proposed agenda for the business meeting to be held at our conference next week at Georgetown.

As you will see we have things to do:

(1) Confirm conference venue for 2003 (ITESO in Mexico) and tentative select a site for our 2004 meeting (we are seeking bids particularly from our colleagues in the Midwest/Delta region to host the meeting)

(2) Elect officers for 2002-2003 and appoint/re-appoint committee members/liaisons

(3) Consider work of Mark Castner (Canisius) on getting together a consortium agreement together with Adobe, Inc for sale of their software products

(4) Consider what to do regarding the AJCU-CITM infrastructure survey

(5) Any other issues.

Even if you should not able to attend the conference next week, please feel welcome to direct issues to the group for attention that you think we should address. Just send me an e-mail and I will be sure to present them at the meeting next week.

Thank you

Jack